

Reel signed 8/28/53

To LO for concurrence 8/28/53

Follow up LO - In



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CPE organization

9/21/53

Concurrence, LO

9-24-53

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9-25-53

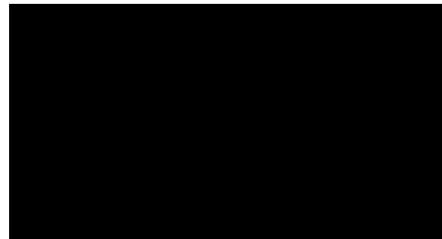
MEMORANDUM FOR: Acting Deputy Director, Administration
THRU : Chief, Classification and Wage Division
FROM : Management Officer
SUBJECT : Central Processing of Travelers
REFERENCE : Organization and Methods Survey Report on Above Subject
dated 7 July 1953.

1. PROBLEM. The above referenced Survey Report provided, in paragraph 4 d, for the establishment of the detailed Tables of Organization necessary to carry out the purpose of the Report. This staff study proposes to establish the T/O for the Passenger Movement Branch, Transportation Division, LO, and to transfer certain positions from PMB to the Central Processing Branch of the Personnel Office.
2. FACTS BEARING ON THE PROBLEM.
 - a. Basic facts concerning this problem are brought out in the above referenced Survey Report.
 - b. An additional fact to be considered is that the Personnel Office is revising its T/O, including the entire CPB.
3. DISCUSSION AND CONCLUSION.

- a. The above referenced Survey Report established T/O limitations as follows:

Passenger Movement Branch
Central Processing Branch,
Travel Section
TOTALS

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